

Service Coordination Board (SCB) Meeting Summary

Date: 18 June 2014

Members in attendance:

	Member	In Attendance
AES	John Maclean	
	Geoff Pile	√
ASD	Ju Wang	
	Ali Nassiri	√
XSD	Mark Beno	√
	Chris Jacobsen	
	Jonathan Lang	√
Upgrade Project	Tom Fornek	
	Mohan Ramanathan	

Also in attendance: Rose Torres, and Steve Davey

This report can be accessed through the following link: [APS 1658043](#).

Agenda:

- I) Review of Meeting Minutes
- II) Review of Open Action Items
- III) Status of Projects
- IV) Other Business:
- V) New Business:
 - a. How to improve SCB? - G. Pile

Next Meeting

16 July 2014

New Action Items

- 1) Approve SCU1 Installation project (P-2253, [APS 1445357](#)) (Davey)
- 2) Re. Straightening the Linac project (P-2233, [APS 1445304](#)):
 - Action Item – reconfirm MOM Group commitment (Torres)
 - Action Item – approve project (Davey)
- 3) Follow-up with Andy Stevens regarding the submission of a new LN₂ project proposal (Pile)
- 4) Follow-up with Preissner regarding the status/closure of the Chupas Sample Changing Robot Hand project (P-508, [APS 1439028](#)) (Pile)

Meeting Summary

Torres distributed:

- 1) Meeting Agenda
- 2) Draft minutes from the 21 May meeting ([APS_1445522](#))
- 3) APS Project Report Summary - May 2014 ([APS_1442081](#), rev. 8)
- 4) APS Project Resource Summary- May 2014 ([APS_1432632](#), rev. 38)
- 5) APS Project Report Summary Comment - May 2014 ([APS_1440691](#), rev 10)

Review of Meeting Minutes – no corrections or amendments

Review of Open Action Items

New action items from May meeting

- 1) Davey: Update SCB charter when SCB Policy and Procedure is approved.
Done
- 2) Nassiri and Torres: Nassiri to confirm scope/plan for SCU1 Installation (P-2253, [APS_1445357](#)) and then Torres to send SCU1 plan to group leaders for review.
Done
Torres polled service-providing groups and all can commit to delivering the project.
MOM Group added hours for preparation. September prep work, December installation.
Action Item – approve project (Davey).
- 3) Torres: Request review of the project plan and commitment by service-providing-group leaders for Straightening the Linac (P-2233, [APS_1445304](#)).
Done
Plan submitted and Torres polled service-providing groups and all can commit to delivering the project – MOM Group is a conditional commitment on a best effort basis.
Per Rusthoven, some plan dates have already passed.
Action Item – reconfirm MOM Group commitment (Torres)
Action Item – approve project (Davey)
- 4) Ramanathan: update status of project XBPM Enhancement (P-1154, [APS_1433087](#)).
Open
No update from Ramanathan

Ongoing action items

- 5) Check with McChesney if the IEX project (P-1193, [APS 1433102](#)) has been completed (Torres).
Done
Per Lang, close it.
- 6) Mike Fisher submitting a new proposal for a new stand ~160 hours and provisional approval sought.
Open

Status of Projects

Discussion

- Pile: Re. Sector 35/Sector 31 Straight Section Exchange (P-1833, [APS 1442033](#)): work has been suspended. There will be an ASD Meeting on June 19th. There are issues regarding the stripline. Work expected to restart by the next meeting.
- Torres received a schedule from Terry Smith for the PC gun project (P-1374, [APS 1433114](#)) and sent to the service-providing-groups and the SCB

New Business

- Pile posed the question: How do we improve the SCB? Beno suggested talking to Srajer regarding high level planning to make sure resources are available. Pile: if you want to get something done, want to hear it at the SCB
- Lang: there are some lingering projects – almost done by not closed out (e.g., Jon Tischeler's mirror support project, P-1094, [APS 1433103](#)). Action Item – close P1094. John Almer's 1-ID-E project has also been lingering.
- Torres: Andy Steven will be submitting a new project proposal.
Action item: Follow-up with Stevens (Pile)
- Torres requested but has not received a response regarding the status of the Chupas Sample Changing Robot hand project (P-508, [APS 1439028](#)). Action Item – if no status report within the next 30 days the project will be closed. Action Item – follow-up with Preissner (Pile)

Next Meeting: July 16, 2014, 401/B4100, 11:15